



## ASC BOARD OF DIRECTORS

Minutes – Regular Meeting

ASC Offices, Lower Level

1121 N State College Blvd, Fullerton CA 92831-3014

December 20, 2018 • 7:00 pm

**Present:** Amir Dabirian, Rosalina Davis, Riley Duncan, Bob Hall, Theresa Harvey, Rebecca Hesgard, Chuck Kissel, Sudarshan Kurwadkar, Gia Ly, Tariq Marji, Dale Merrill, Bill Meyer, Teresa Saldivar, Fram Virjee, Sean Walker.

**Absent:** Berenecea Eanes, David Forgues, Danny Kim, Kari Knutson-Miller, Greg Saks.

**Staff:** Rosario Borromeo, Sydney Dawes, Cindy Dowling, Ann Ehl, Danielle Garcia, Hee Joon Kang, Tony Lynch, Mike Marcinkevicz.

**Guests:** Pam Oliver

- I. CALL TO ORDER  
Chair Hall called the meeting to order at 7:10 pm. Quorum was present.
- II. APPROVAL OF MINUTES  
Prof. Walker moved, VP Dabirian seconded and motion carried to approve the minutes of the September 20, 2018 meeting of the ASC Board of Directors.
- III. PUBLIC COMMENTS  
There was no public comment.
- IV. PRESIDENT’S REPORT  
Pres. Virjee reported that the strategic plan for 2018-23 has been completed and approved; it is robust and inclusive, with a lot of input from campus. As a committee, members put in over 1400 hours of meetings. The next steps are to develop an implementation plan, with the goal to add the strategic plan into day-to-day experiences of our students. CSUF students now number 300,000 alumni, with 80% within 50 miles of campus. CSUF is the ninth largest employer in Orange County (OC) and OC is 34<sup>th</sup> largest economy in the world.  
  
Pres. Virjee acknowledged Kari Knutsen Miller, presently in Panama, who was dedicated to the university, assisting with the strategic plan and WASC accreditation. Great news is that we have Pam Oliver who served as AVP Academic Programs and is already familiar with Graduation Initiative 2025, the strategic plan and WASC accreditation before stepping into the role of Provost. Last month VP Kim presented the fiscal plans to the Academic Senate; the governor added \$200M to the CSU baseline (CSU asked for \$260M); there were five ribbon cuttings; we opened a veterans’ center; VP Eanes won an outstanding student professional award; and the campus held a voter registration drive during the midterms. Additionally, the campus has started construction on Titan Walk that extends from Nutwood

Avenue to the Library. The quad area in front (just south) of the library will be included; palm trees will line the walkway. The earthquake five years ago caused damage to the library that closed three floors. While the plan is for the library to open by fall, we expect the Titan Walk to be complete by graduation.

V. OFFICERS REPORTS

A. TREASURER

Tariq Marji reported that General Fund (Administration and Sponsored Programs), Auxiliary Enterprises (Titan Shops and Campus Dining) and Building Fund combined activities generated a net loss of (\$411K), resulting in a budget variance of \$682K for 10/31/18; other activities for this period had a net deficit of (\$751K). Revenues during this period were \$22.8M and expenses were \$24.3M.

Mr. Marji expressed concern that sales were down in all areas and maybe affected by the Titan Walk construction. Tony Lynch clarified why the numbers are down within Campus Dining: first, Nutwood Café is no longer operating as a quick service hot food provider but as a self-service kiosk; second, RoundTable Pizza and The Cup closed to make way for the Hibachi San and Pieology, reducing sales within the Food Court. Due to delays with the State Fire Marshal, both concepts have postponed openings (further delaying sales). Mr. Lynch added that since Hibachi San opened (Pieology has not yet opened), it has had \$46k in sales, so the numbers will be improving.

Ms. Harvey asked whether campus behavior can be anticipated so that revenue projects can be adjusted to changes on campus. Mr. Kissel replied that the next budgeting process will begin earlier and with more campus input to better define project schedules.

Mr. Marji reported that cash is down \$1.4M from the beginning of the year. ASC will borrow from campus programs or from external entities, if necessary.

B. EXECUTIVE DIRECTOR

Chuck Kissel gave an update on Titan Hall and that it should be ready for occupancy in March 2019. Now that the Banting construction audit is completed, we will shift focus on two other audits. The first is the Chancellor's Office audit on pre- and post-award offices conducted every three years. The second is the electronic waste audit by the California Department of Tax and Fee Administration, related to technology sales at Titan Shops.

There was some concern regarding high-speed rail impact on the Buena Park stop adjacent to University Gables (UG). After meeting with the High-Speed Rail Authority (Authority), it does not look like the project will significantly affect UG. If at all, it may require reconfiguration of a road that leads to visitor parking in the rear of the community. ASC will reach out again in late March 2019 to the Authority for an update. Regarding Banting and Western State College of Law's (WSCL) desire to exercise their five-year option, it is the campus' desire to maintain a presence in Irvine regardless of the bond (going from non-taxable to taxable). WSCL will remain at

Banting for at least another two years during which time ASC will work with the Chancellor's Office to refinance the bond. WSCL rates will increase to cover the taxable portion; the bond term will remain unchanged with 25 years left of the 30 year term.

VI. ACTION ITEMS

A. RATIFICATION: BENEFITS, CY 2019

VP Dabirian moved, Prof Walker seconded and motion carried unanimously to ratify the attached Benefit Plan, Calendar Year 2019 resolution approved at the 10/11/18 Executive Committee retreat.

B. RESOLUTION: AUTHORIZATION TO INVEST IN LAIF

VP Dabirian moved, Prof. Meyer seconded and motion carried unanimously to approve the attached Authorization to Invest Monies in the Local Agency Investment Fund (LAIF) resolution.

VII. REPORTS

A. HR

Rosario Borromeo reported on the HR Practices Review audit (distributed with the packet) conducted by Employers Group. The report showed that some employees were not taking their meals in a timely manner, violating state laws. The Board directed Staff to take corrective measures (including assessing meal break penalties) so that all employees comply with meal break policies. There were other items mentioned in the report and changes already implemented.

B. IT

Mike Marcinkevicz reported that NetSuite's cloud ERP (Enterprise Resource Program), POS (Point of Sale) and website all went live addressing issues as encountered. There are upcoming projects that include web modifications, Account Receivable and Account Payable system integrations, and a BYU collaboration to generate purchase orders and Apple DEP (Device Enrollment Program) to transfer asset ownership to the campus.

VIII. ANNOUNCEMENTS

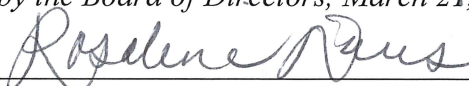
- Next ExComm meeting: Thu 01/24/19
- Next Board meeting: Thu 03/21/19

IX. ADJOURNMENT

Mr. Hall adjourned the meeting at 8:50 p.m.

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*Approved by the Board of Directors, March 21, 2019.*

  
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Rosalina Davis, Secretary

